



SUPPLY CHAIN MANAGEMENT
Room K 016
FIRST AVE ENTRANCE
TEL : 051 – 4477771 x 2306
FAX-2-E-MAIL: 086 729 6757
E-MAIL : quotation@pacofs.co.za

INVITATION FOR A QUOTATION REFERENCE
NUMBER : RFQ020507GRAP25LSA2023

PACOFS needs the services of an experienced actuaries and is therefore inviting service providers to submit a quotation for the valuation of **long service award** in compliance with **GRAP 25, Employee Benefits**.

Qualification criteria:

- Actuarial Qualification (Submit proof of registration with the Actuarial body)
- Copy of CV
- Provide proof of 5 years' experience in GRAP 25 Actuarial valuation of employee benefits obligations (Submit proof of appointment letters)
- Must be available to start on **10 July 2023** and submit the report by **14 July 2023**

Long service award policy

The following is payable on termination of employment for long service:

- 10 years -R5 000
- 20 years -R10 000
- 30 years -R20 000
- 40 years -R25 000

The entity currently has 60 employees, of these, only 53 qualify for a long service award in line with the policy and the following are the number of years worked as per category:

Number of employees	Years of Service
4	10-14
36	1-9
5	15-20
8	21-30

Enquiries: Teboho Lengau 051 447 7771/Ex2203

Closing date: Monday, 10 July 2023 at 11h00

Email quotations to: quotation@pacofs.co.za

1. Please provide your CSD supplier and unique registration number for verification on the CSD database. Please attach a valid tax clearance and B-BBEE certificate.
2. Please submit the completed SBD 4 Bidders Disclosure and SBD 6.1 Preference Points claim form in terms of the Preferential Procurement Regulations 2022.
3. Evaluation criteria 80/20 will be applicable with regards to Preferential Procurement Regulations 2022.
4. The service provider will be allocated points based on the goals stated in table 1 of SBD 6.1 as may be supported by proof/documentation.
5. The offer scoring the highest points should win the quote. This quotation is subject to the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2022, the Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.

VERY IMPORTANT NOTICE!

1. **PLEASE SUBMIT QUOTATIONS ON A COMPANY LETTERHEAD.**
2. **PAYMENT WILL BE DONE 30 DAYS AFTER RECEIPT OF THE ORIGINAL INVOICE.**
3. **BANKING DETAILS (REMITTANCE NAME; BRANCH CODE AND ACCOUNT NUMBER) MUST APPEAR ON YOUR INVOICE AND MUST CORRESPOND WITH THE BANKING DETAILS DISPLAYED ON THE CSD REGISTRATION REPORT.**
4. **PLEASE REMEMBER TO SIGN YOUR QUOTATION. UNSIGNED QUOTATIONS – INVALID.**
5. **THE TOTAL PRICE QUOTED MUST INCLUDE VAT AS WELL AS DELIVERY COSTS (THE COMPANY WHICH IS NOT VAT REGISTERED SHOULD NOT INCLUDE VAT IN THE PRICE).**
6. **IF VAT IS CLAIMED, VAT NUMBER SHOULD APPEAR ON THE QUOTATION.**
7. **NO CESSIONS WILL BE SIGNED.**
8. **A VALID B-BBEE CERTIFICATE SHOULD BE SUBMITTED FOR QUOTATIONS / BIDS OVER R30 000,00 AS WELL AS COMPLETED SBD 4, 8 AND 9.**
9. **QUOTATIONS SHOULD BE VALID FOR 30 DAYS.**
10. **PRICE QUOTED SHOULD NOT BE ON SPECIAL OR SALE.**
11. **PLEASE DO NOT INFLATE PRICES.**

CLOSING DATE & TIME FOR QUOTATION/PROPOSALS:

10 JULY 2023 at 11h00

Please submit quotation via E-mail to quotation@pacofs.co.za

No late submission will be accepted!